Notes for the September 4, 2013, CERES
Processing Oversight Board Meeting

Meeting began at 12:30 p.m. in the Business Development conference room at SSAI.

Meeting Notes
There were no comments or questions on the notes from the last meeting.

Announcements
AMI-P upgrade is scheduled to begin late on September 13 and be finished by September 17.

SCCR Discussion (SCCRs that have been submitted or updated since the last meeting)
PR_Database 962 – Updated to include Build 1.2.1 JIRA tickets.
Instrument 979 – Adding option and ancillary data files for Edition1 NPP.
SARB 980 – Edition2 MATCH files for April 30 – June 2013.
Synoptic SARB 981 – Updating scripts to delete files from scratch area and make MATCH files
    mandatory.
Instantaneous SARB 982 – Updating scripts to delete files from scratch area and make MATCH
    files mandatory.

There were no issues identified, so these SCCRs will be approved.

The files in the SARB scratch directory in production need to be deleted. This will free up 8TB
    of disk space.

CATALYST Testing Status
SIT has completed running the test PRs listed in the test plan. Evaluating errors now and will
    submit JIRA tickets as necessary. Plan to start testing CATALYST with the PR Tool
    tomorrow.

Production Processing Status
New PRs are needed for the Edition1-CV SSF stream. Deciding if the PRs will be for *magneto*
    or if they can wait until after 919 has been promoted on *AMI-P*.

System Status
AMI-P upgrades are scheduled for September 13 – 17.

The firewall upgrade is almost complete.

Status of Open SCCRs
962 – The PR Tool was promoted to the PPE 8/30.
937 – CATALYST is being tested in the PPE.
981 – Delivery targeted for 9/6.
982 – Delivery targeted for 9/6.
919 –Will recreate and redeliver expected out after *AMI-P* is upgraded. Redelivery expected
    about a week after upgrades are completed.
940 – Still validating. Will be adding Moguo's validation code this week. Still no target
    delivery date.

960 – New target delivery date of October 18th.
959 – New target delivery date of November 1st.
973 – Waiting for outcome of September 10th meeting.
979 – No updates.
974 – No updates.
975 – No updates.

Hot Box
Item 1: Definition and implementation of Configuration Codes
    Targeting September 18 for a presentation.

Item 2: *AMI-P* upgrade
    Scheduled for September 13 -17.

Item 3: Starting date for PRs
    Discussion deferred to tomorrow's change review board meeting. At the 9/5 change review
    board meeting it was decided to not change the procedures at this time.

Item 4: Ensuring requested data is actually used in production processing
    Upcoming SARB deliveries (SCCRs 981 & 982) will address some of the issues recently
    seen by making the MATCH files mandatory input. Walt will provide more detailed
    information to Tonya.

Item 5: Wrapper scripts
    Tonya will either give a short presentation or send an email on this topic.

Item 6: Proposal to eliminate preliminary Delivery Memos
    This was discussed and the decision was made that preliminary Delivery Memos are no
    longer necessary. CERES DMT documentation will be updated to reflect this change.

Meeting ended at 1:08 p. m.